

Fall 2007 Participation, Supported Independence, and/or Functional Independence ELA, Mathematics, and Science

Packing Checklist



PLEASE REMEMBER TO ...

- □ Affix the provided UPS RS label(s) onto the original shipping box(es).
- □ Complete your *District ID Sheet* and put it in box "1 of X" if there are multiple boxes.
- □ Place completed Security Compliance Forms on top of School ID Sheet/Teacher Return Envelopes.
- Place School ID Sheets on top of Teacher Return Envelopes and bundle with paper strips. Group by school - there can be more than one school per box.

Organize the box as follows:

- On the bottom, place all unused booklets, unused scan documents, used and unused science picture cards, used and unused accommodated versions.
- Place the green divider sheet on top.
- □ Next, place the used print booklets and put the goldenrod divider sheet on top.
- On top of the goldenrod divider sheet, place the Teacher Return Envelopes with the School ID Sheets, the Security Compliance Forms, and the District ID Sheet, in that order (see diagram).



